



KANSAS

KATHLEEN SEBELIUS, GOVERNOR

MEMORANDUM

TO: All State Agency Heads and HR Directors

FROM: Jack Rickerson, Division of Personnel Services, KDOA
Paula Greathouse, Division of Workers' Compensation, KDHR

DATE: May 17, 2004

SUBJECT: Kansas State Employee Workplace Health and Safety Program

Periodically there has been confusion about who should be contacted for specific services offered by the State Employee Workplace Health and Safety Program. This memo is to explain the areas of responsibility managed by the Kansas Department of Human Resources (KDHR) and the Division of Personnel Services (DPS), Kansas Department of Administration, with the intent of getting agencies to the right resource with their first contact.

All general workplace health and safety issues, including ergonomics, work processes, and employee workstation design should be directed to Spud Kent, program administrator for the DPS State of Kansas Employee Workplace Health and Safety Program at (785) 296-4084. Environmental or biological workplace health and safety concerns, including air quality studies, water testing, noise level testing, and mold or carbon dioxide testing for State of Kansas owned properties should be directed to Rudy Leutzinger, Safety and Health Administrator, KDHR Industrial Safety and Health at (785) 296-4386.

KDHR also has responsibility for enforcement of occupational safety and health standards for public sector employers in the state. In the event that DPS identifies a hazard and the employer does not abate it in a timely fashion, KDHR may be called to assist in that action. Furthermore, state employees with safety concerns may address them to KDHR and be assured that their anonymity will be preserved. KDHR will work with DPS to objectively investigate and direct the abatement of any identified hazards.

For the present, program costs will be absorbed in the current budgets of DPS and KDHR. One exception will occur if an agency demands that monitoring be performed when a health professional deems it unnecessary. In such cases, the monitoring can be completed by KDHR but the analysis of samples must be paid by the requesting agency.

Should you or your staff have questions about, or wish to have more detail on any of these services, please call Spud or Rudy. Thanks.

cc: Howard Fricke, Secretary of Administration
Carol Foreman, Deputy Secretary of Administration
Jim Garner, Secretary of Human Resources
Paula Greathouse, Division of Workers' Compensation, KDHR
Rudy Leutzinger, Safety and Health Administrator, KDHR
Linda DeCoursey, Division of Personnel Services
Robbie Berry, Division of Personnel Services
Spud Kent, Division of Personnel Services
Jack Rickerson, Division of Personnel Services